

job description

Role: Technical Operations Technician

Department: Live Technical Services

Location: Hartlebury

Salary: Negotiable

Your reason for being here...

Everyone at DRPG has a purpose, and yours is to be the master of all the comings and goings that happen in our warehouses.

The way you roll...

You're a self-motivated superstar with a cup of enthusiasm that never spills and a work approach that's as flexible as an Olympic gymnast (gold medal for you!).

There's no I in team, but your work shines bright whether you're helping others, or left to your own devices, and that's all thanks to your cracking communication skills, stylish metaphorical initiative cap and approachable nature.

When it comes to working under pressure, you rub those hands together and smile, because you love finding new ways to act on our 'Anything's Possible' philosophy here at DRPG.

How you make it all possible...

- Controlling the goods in and out operations for the Hartlebury site, working closely with the Technical Warehouse team and assisting in warehouse operations
- Accepting goods into the business from suppliers and informing the relevant team member
- Managing the designated goods in/ out areas; keeping areas defined, identified and fit for purpose
- Accepting sub hired equipment deliveries/ collections and informing the relevant colleague on their arrival/ collection
- Assisting with vehicle loads/ unloads as required
- Keeping the Technical Warehouse and surrounding areas tidy and clean; controlling the operational waste management collections
- Maintaining a positive attitude towards health and safety, and complying with DRPG policies
- Always representing the reputation of DRPG by maintaining a clean and tidy appearance and wearing company uniform as outlined in the company handbook
- Keeping up to date with new and emerging design trends ensuring continuous innovation

What's in your toolbox...

- Experience working in a similar role
- Basic use of Microsoft Word, Excel, and Outlook
- Current full UK driving licence
- Counterbalance forklift licence

Get to know us...

We're one of the most unexpectedly all-round capable communications agencies that's been on the go for years – ever since our head honcho set up shop in a shed back in 1980, in fact.

Since then, we've made it our mission to make anything possible for our many and varied clients, putting our creative flair into delivering strategic communication campaigns, digital solutions, film and videos, events, exhibitions, and a whole lot more in between. We've grown a lot, but we've kept everything that made us great, back from the very day we first started out. Our global HQ and largest studios are smack bang in the middle of the UK and well worth a visit to see for yourself!

Hang on, there's more...

The role will be based primarily in Hartlebury, but there will be times when you'll need to work from our other offices and undertake other related commercial duties both in the UK and overseas. Flexibility is key!

We're a friendly team. We really, really welcome anyone who wants to become part of a brilliant company. If you're passionate with a cracking drive to deliver on our 'anything's possible' mindset, we'd love to hear from you!

DRPG is an equal opportunities employer.

Data Security (not super exciting, but necessary)

At all times you must work within the guidelines set out in the DRPG Information Security Policy and your Employee Confidentiality Agreement. Failure to do so may be treated as gross misconduct.

You must also work within the guidelines set out in DRPG's Health & Safety Policy and Team Handbook.